

## AGENDA

### COMMITTEE ON FINANCE

**May 18, 2004  
Mayor and All Aldermen**

**Upon Recess of BMA  
Aldermanic Chambers  
City Hall (3<sup>rd</sup> Floor)**

1. Mayor Baines calls the meeting to order.

2. The Clerk calls the roll.

3. Bond Resolution: **(A motion is in order to read by title only.)**

“Authorizing Bonds, Notes or Lease Purchases in the amount of Seven Hundred Twenty Thousand Dollars (\$720,000) for the 2004 CIP 713204 Public Works ROW Improvement Project.”

**A motion is in order that the Bond Resolution ought to pass and lay over.**

4. Resolutions: **(A motion is in order to read by titles only.)**

“Amending the FY2004 Community Improvement Program, authorizing and appropriating funds in the amount of Seven Hundred Seventy Thousand Dollars (\$770,000) for FY2004 CIP 713204 Public Works ROW Improvement Project.”

“Amending the FY2000 and 2003 Community Improvement Programs, transferring, authorizing and appropriating funds in the amount of Forty Seven Thousand Three Hundred Fifty Eight Dollars (\$47,358) for FY2003 CIP 610403 Downtown Municipal Infrastructure Project.”

“Amending the FY2004 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Twenty Five Thousand Ninety Eight Dollars and Ninety Eight Cents (\$25,098.98) for FY2004 CIP 510604 Neighborhood Playground Rehabilitation Project.”

**A motion is in order that the Resolutions ought to pass and be enrolled.**

5. CIP Budget Authorizations:

650200	1037 Elm St. Rehab – Revision #5-Closeout
610403	Downtown Municipal Infrastructure Improvements – Revision #1
310204	School Recreational Facilities/Parking lot – CDBG – Revision #1
410204	Juvenile Accountability Incentive Block Grant (JAIBG) – Revision #1
510004	Derryfield Park Rehabilitation Phase II Revision #1
510604	Neighborhood Playground Rehabilitation (CDBG) – Revision #1
713204	Public Works ROW Improvement Project

**A motion is in order that the CIP budget authorizations be approved, subject to final adoption of all related resolutions.**

6. If there is no further business, a motion is in order to adjourn.

# City of Manchester New Hampshire

*In the year Two Thousand and Four*

## A RESOLUTION

"Authorizing Bonds, Notes or Lease Purchases in the amount of Seven Hundred Twenty Thousand Dollars (\$720,000) for the 2004 CIP 713204 Public Works ROW Improvement Project."

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of Seven Hundred Twenty Thousand Dollars (\$720,000) at one time or from time to time as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

<u>Purpose</u>	<u>Amount</u>
2004 CIP 713204, Public Works ROW Improvement Project	\$720,000

It is hereby declared that the public works and improvements to be financed by said bonds, notes or lease purchases have a useful life in excess of 20 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

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# City of Manchester New Hampshire

*In the year Two Thousand and Four*

## A RESOLUTION

"Authorizing Bonds, Notes or Lease Purchases in the amount of Seven Hundred Twenty Thousand Dollars (\$720,000) for the 2004 CIP 713204 Public Works ROW Improvement Project."

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

# City of Manchester New Hampshire

*In the year Two Thousand and Four*

## A RESOLUTION

"Amending the FY 2004 Community Improvement Program, authorizing and appropriating funds in the amount of Seven Hundred Seventy Thousand Dollars (\$770,000) for FY2004 CIP 713204 Public Works ROW Improvement Project."

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2004 CIP as contained in the 2004 CIP budget; and

WHEREAS, Table 4 contains all sources of General Obligation Bond funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen desires to expedite the Budgeting and Bond Authorization process for the Public Works ROW Improvement Project in order to complete the project in a timely manner this construction season;

NOW, THEREFORE, be it resolved that the 2004 CIP be amended as follows:

**By adding:**

FY2004 713204 – Public Works ROW Improvement Project - \$720,000 Bond, \$50,000 Other

Resolved, that this Resolution shall take effect upon its passage.

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# City of Manchester New Hampshire

*In the year Two Thousand and Four*

## A RESOLUTION

"Amending the FY 2000 and 2003 Community Improvement Programs, transferring, authorizing and appropriating funds in the amount of Forty Seven Thousand Three Hundred Fifty Eight Dollars (\$47,358) for FY2003 CIP 610403 Downtown Municipal Infrastructure Project."

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2000 and 2003 CIP as contained in the 2000 and 2003 CIP budget; and

WHEREAS, Table 2 contains all sources of Community Development Block Grant, Emergency Shelter Grant and Home funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen desires to provide additional funding to finance the shortfall for the Downtown Municipal Infrastructure Lowell Street Reconstruction Pproject; and

WHEREAS, fund balances in the amount of \$47,358 exist in the completed 1037 Elm Street project;

NOW, THEREFORE, be it resolved that the 2000 and 2003 CIP be amended as follows:

**1. By decreasing:**

FY2000 650200 – 1037 Elm Street Project - \$47,358 CDBG  
(from \$880,000 CDBG to \$832,642 CDBG)

**and by increasing:**

FY2003 610403 – Downtown Municipal Infrastructure Project- \$47,358 CDBG  
(from \$150,000 CDBG to \$197,358 CDBG)

Resolved, that this Resolution shall take effect upon its passage.

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# City of Manchester New Hampshire

*In the year Two Thousand and Four*

## A RESOLUTION

"Amending the FY 2004 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Twenty Five Thousand Ninety Eight Dollars and Ninety Eight Cents (\$25,098.98) for FY2004 CIP 510604 Neighborhood Playground Rehabilitation Project."

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2004 CIP as contained in the 2004 CIP budget; and

WHEREAS, Table 2 contains all sources of Community Development Block Grant, Emergency Shelter Grant and Home funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen desires to provide funding to effect certain improvements at Sheridan Emmett Park; and

WHEREAS, fund balances in the amount of \$25,098.98 remain in the 2004 School Recreational Facilities project;

NOW, THEREFORE, be it resolved that the 2004 CIP be amended as follows:

**1. By decreasing:**

FY2004 310204 – School Recreational Facilities Project - \$25,098.98 CDBG  
(from \$100,000 CDBG to \$74,901.02 CDBG)

**and by increasing:**

FY2004 510604 – Neighborhood Playground Rehabilitation Project- \$25,098.98 CDBG  
(from \$210,000 CDBG to \$235,098.98 CDBG)

Resolved, that this Resolution shall take effect upon its passage.

**CIP BUDGET AUTHORIZATION**

CIP#: 650200 Project Year 2000 CIP Resolution: 4/20/1999  
Title: 1037 Elm St. Rehab. Amending Resolution: 5/18/2004  
Administering Department: Manchester Economic Development Office Revision: #5-Closeout

Project Description Rehabilitation of vacant city owned building at 1037 Elm Street.

**Federal Grants** Federal Grant: Yes **Environmental** Review Required: Yes  
Grant Executed: Completed:

**Critical Events**

1	Finalize plans	10/1/99
2	Receive contractor proposals	12/30/99
3	Construction initiation	01/30/00
4	Construction Completion	12/31/02
5		

Expected Completion Date: 5/18/2004

**Line Item Budget**

	CDBG	GO Bond	Other Funds	TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$832,642.00	\$550,000.00	\$1,000,000.00	\$2,382,642.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$832,642.00</b>	<b>\$550,000.00</b>	<b>\$1,000,000.00</b>	<b>\$2,382,642.00</b>

**Revisions**

Revision #1 provides for \$550,000 in temporary or bridge financing precedent upon receipt of Section 108 Grant  
Revision # 2 allows for the receipt of the Federal EDA Grant  
Revision #3 - Extending completion date to 06/30/01.  
Revision #4-Extends the completion date to 12/31/02 Rev. #5 - Transfers \$47,358 to 610403 and closes project.

COMMENTS:



# CIP BUDGET AUTHORIZATION

CIP #: 610403

Project Year: 2003

CIP Resolution: 6/4/2002

Title: Downtown Municipal Infrastructure Improvements

Amending Resolution: 5/18/2004

Administering Department: Planning & Community Development

Revision: #1

**Project Description**  
ROW improvements in the CBD focusing on sidewalk reconstruction, utility upgrades, streetscape furniture, installation of illuminated street arches, electrical outlets for festive lighting and tree planting. Improvements are done as incentives and in concert with major investment in the CBD by private entrepreneurs.

## Federal Grants

Federal Grant: No

## Environmental

Review Required: No

Grant Executed:

Completed:

## Critical Events

1		
2	Design/Engineering	Summer 03
3	Bid Advertisement	Fall 03
4	Construction Initiation	May 04
5	Construction Completion	12/31/04
Expected Completion Date:		12/31/2004

## Line Item Budget

	CDBG	CDBRF		TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$13,500.00	\$13,500.00	\$0.00	\$27,000.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$183,858.00	\$136,500.00	\$0.00	\$320,358.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$197,358.00</b>	<b>\$150,000.00</b>	<b>\$0.00</b>	<b>\$347,358.00</b>

## Revisions

Revision #1 - Transfers \$47,358 of CDBG funds to this project from 650200 - 1037 Elm Street.

## COMMENTS

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### CIP BUDGET AUTHORIZATION

CIP #: <b>310204</b>	Project Year: <b>2004</b>	CIP Resolution: <b>6/9/2003</b>
Title: <b>School Recreational Facilities/Parking Lot - CDBG</b>	Amending Resolution: <b>5/18/2004</b>	
Administering Department: <b>Manchester School District</b>	Revision: <b>#1</b>	

**Project Description** Continuation of multi-year effort to improve school recreational facilities and parking areas. This year work will focus on the relocation of the playground next to the completed addition at Bakersville and funds permitting, site work at Hallsville.

<b>Federal Grants</b>	Federal Grant: <b>Yes</b>	<b>Environmental</b>	Review Required: <b>Yes</b>
	Grant Executed: <input type="text"/>		Completed: <input type="text"/>

#### **Critical Events**

1	Project Initiation	7/15/03
2	Project Completion	06/30/04
3		
4		
5		

Expected Completion Date: **6/30/2004**

#### **Line Item Budget**

	CDBG			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$74,901.02	\$0.00	\$0.00	\$74,901.02
<b>TOTAL</b>	<b>\$74,901.02</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$74,901.02</b>

#### **Revisions**

Revision #1 - transfers \$25,098.98 CDBG funds to project 510604 Neighborhood Playground Rehabilitation.

#### **COMMENTS**

# CIP BUDGET AUTHORIZATION

CIP #: **410204** Project Year: **2004** CIP Resolution: **6/9/2003**  
 Title: **Juvenile Accountability Incentive Block Grant (JAIBG)** Amending Resolution:   
 Administering Department: **Police Department** Revision: **#1**

**Project Description** Operational support to pay for overtime salaries associated with the Juvenile Offender Monitoring Team (JOMT). The JOMT is a joint effort with the NH Dept. of Corrections, Probation and Parole to increase accountability of Juvenile Offenders on Conditional Release.

**Federal Grants** Federal Grant: **No** **Environmental** Review Required: **No**  
 Grant Executed:  Completed:

## Critical Events

1	Project Initiation	5/25/04
2	Project Completion	6/30/05
3		
4		
5		

Expected Completion Date: **6/30/2005**

## Line Item Budget

	STATE			TOTAL
Salaries and Wages	\$58,429.00	\$0.00	\$0.00	\$58,429.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$58,429.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$58,429.00</b>

## Revisions

Revision #1 - Grant originally estimated to be \$80,000, \$58,429 of grant funds actually received.

## COMMENTS

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**CIP BUDGET AUTHORIZATION**

CIP #: **510004** Project Year **2004** CIP Resolution: **6/9/2003**  
Title: **Derryfield Park Rehabilitation Phase II** Amending Resolution:   
Administering Department: **Parks, Recreation & Cemetery** Revision: **#1**

Project Description: Construction of new irrigated soccer field, parking lot, fencing, utility building and associated field improvements.

**Federal Grants**

Federal Grant: **No**  
Grant Executed:

**Environmental**

Review Required: **No**  
Completed:

**Critical Events**

1	Project Design	June/July 2004
2	Bid Advertisement/Contractor Selection	December 2004
3	Project Initiation	July/Aug. 2004
4	Project Completion	September 2004
5		December 2004

Expected Completion Date: **12/31/2004**

**Line Item Budget**

	OTHER			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$50,000.00	\$0.00	\$0.00	\$50,000.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$374,041.00	\$0.00	\$0.00	\$374,041.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$424,041.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$424,041.00</b>

**Revisions**

Revision #1 - Reduces funding from \$500,000 to \$424,041 and established a construction schedule.

**COMMENTS**

Funding coming from 6 to 4 to 3 LLC as settlement of the Singer Park Relocation originally estimated at \$500,000, revised construction cost now established at \$424,041.

# CIP BUDGET AUTHORIZATION

CIP #: **510604** Project Year: **2004** CIP Resolution: **6/9/2003**  
 Title: **Neighborhood Playground Rehabilitation (CDBG)** Amending Resolution: **5/18/2004**  
 Administering Department: **Parks, Recreation & Cemetery** Revision: **#2**

**Project Description** Continuation of a systematic plan for improving playgrounds in the City's Neighborhood Parks. This year efforts will focus on replacement of playground equipment, site work and landscaping at Harriman and the Sheridan Emmett Playgrounds, funds permitting.

## Federal Grants

Federal Grant: **Yes**  
 Grant Executed: ☐

## Environmental

Review Required: **Yes**  
 Completed: ☐

## Critical Events

1	Project Initiation	07/15/03
2	Project Completion	06/30/04
3		
4		
5		

Expected Completion Date: **6/30/2004**

## Line Item Budget

	CDBG			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$235,098.98	\$0.00	\$0.00	\$235,098.98
<b>TOTAL</b>	<b>\$235,098.98</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$235,098.98</b>

## Revisions

Revision #1 - adds \$60,000 CDBG funds from existing projects.  
 Revision #2 - transfers \$25,098.98 of CDBG funds from project 310204 School Recreational Facilities.

## COMMENTS

Revision #1 - \$60,000 transferred from 750001 - \$6,894.28; 820601 - \$13,600.14; 713092 - \$9,017.94; and 710702 - \$30,487.67. Also \$40,000 of funds from 810103 for construction of accessible playground to be used as well.  
 Revision #2 - \$25,098.98 transferred from 310204.

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# CIP BUDGET AUTHORIZATION

CIP #: 713204

Project Year: 2004

CIP Resolution: 6/9/2003

Title: Public Works ROW Improvement Project

Amending Resolution: 5/18/2004

Administering Department: Highway Department

Revision:

## Project Description

Various right of way improvements to include: Street Reconstruction \$145,000; Brown Avenue \$175,000; Discretionary Sidewalks \$350,000; 50/50 Program \$50,000.

## Federal Grants

Federal Grant: No

## Environmental

Review Required: No

Grant Executed:

Completed:

## Critical Events

1	Project Initiation	5/26/04
2	Project Completion	06/30/05
3		
4		
5		

Expected Completion Date:

6/30/2005

## Line Item Budget

	BOND	OTHER		TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$720,000.00	\$50,000.00	\$0.00	\$770,000.00
<b>TOTAL</b>	<b>\$720,000.00</b>	<b>\$50,000.00</b>	<b>\$0.00</b>	<b>\$770,000.00</b>

## Revisions

## COMMENTS

Project is expedited from FY2005